

**MINUTES**  
**of the Regular Meeting of the Board of Directors**  
**of the ENUMCLAW SCHOOL DISTRICT #216**  
**6:30 p.m., District Office**  
**November 18, 2013**

**I — PRELIMINARY**

**A. Call to Order:**

The regular meeting of the Board of Directors was called to order by Corey Cassell, President of the Board of Directors, at 6:30 p.m. in the boardroom of the district office.

**B. Pledge of Allegiance:**

Alicia Cassell led the pledge of allegiance to the flag.

**C. Roll Call:**

All board members were present except Mr. VanHoof who was excused.

**D. Minutes:**

Mrs. Schroeder moved and Mrs. McGann seconded a motion to approve the minutes of the regular board meeting of October 22, 2013 and the special board meeting of November 4, 2013 as printed.

Motion carried.

**II — BOARD OF DIRECTORS COMMUNICATIONS**

**A. Good News of the District:**

Mrs. Schroeder attended the Ready for Kindergarten birth to 5 class taught by Mrs. Chambers. This group consisted of 4 and 5 year olds and Mrs. Chambers did a great job. Mr. Cassell commented that one of the board goals is extra emphasis on early childhood education. Mrs. Schroeder said that teachers from Montessori and Sacred Heart preschools attended the class. A pre-school meeting will be held December 5<sup>th</sup> and a PLC for early learning is being planned.

Mrs. Merrill shared that she attended the Living Voices cultural program at the middle school on November 1<sup>st</sup>. The program was enlightening and moving as it portrayed historically accurate Native American experiences. The program also included the Navaho Code Talkers and their part in winning the war. Their contributions were recognized in the 1990s. She was glad she had carved out the time to attend.

Reilly Desmul said the cross country girls team went to state along with 3 boys who competed. They ran on Saturday in great weather in the TriCities.

Katja Barnhart shared the Key Club collected 700 cans of food for the food bank. Honor Society went to Tacoma where they had a toy drive for underprivileged children. Reilly added they will be making Christmas cards for residents at the retirement home in December.

Mrs. McGann attended the Black Diamond PTA movie night that was well attended. She also attended the Thunder Mt. PTSO meeting and enjoyed it. They sponsor the Float Friday which is well-loved by the middle schoolers. Mrs. McGann attended the Growth Management Act meeting at Black Diamond that was hosted by Pam Roach and the Governmental Operations Committee. She also attended the Focus on Education Tour which focused on early learning. The group toured Kibler, Westwood and Southwood Elementaries. The tour was enjoyed by the public and the day ended with a great luncheon prepared by our kitchen staff. 200 people were served at the 5<sup>th</sup> annual Community Thanksgiving Dinner in Black Diamond. Mrs. McGann gave kudos to the grounds crew who was out mowing in inclement weather. She thanked them for the work they do and for braving the elements. Mr. Cassell concurred that they do a nice job.

Mrs. Cassell said the Robotics competition would take place at Tahoma Middle School Friday evening at 5:00 pm. This is the first league competition for middle school students and they have three robots ready to go. Mrs. Merrill requested students bring the robots to a board meeting to exhibit. Mr. Cassell expressed his gratitude to Subway for sponsoring sandwiches for the Robotics students. Reilly said they supplied sandwiches for the cross country team too! Mrs. McGann commented that Jack and the boys thoroughly enjoy the robotics competition. Mr. Cassell shared that Enumclaw would host the league competition in the Commons on December 20<sup>th</sup>.

## **B. Superintendent Report:**

Mr. Nelson showed pictures from the Focus on Ed event that were displayed on the WASA website. He said it was a nice group and a great experience. We chose to tour the K-2 classrooms because of the focus on early childhood education.

Tuesday, Mr. Nelson was hosting the newly elected officials at a luncheon for a “State of Our District” update. He would be sharing about community partnerships: kindness initiative, early childhood, and the focus on drug and alcohol prevention.

Congratulations to the volleyball team for having the highest GPA in the state. This is a huge tribute to the girls. They will be honored at the December board meeting.

Mr. Iacobazzi, Mr. Osborn, and Mr. Davidson attended the Discipline Summit with Mr. Nelson which was hosted by judges in the county. The district was invited and it was a great opportunity to receive information about the new legislative action to keep students in school, and how to change the culture. It is a fact that students who are suspended from school are more likely to drop out. It was a great one-day think tank. As a result, Mr. Nelson will meet monthly with Mr. Osborn, Mr. Iacobazzi, and Mr. Davidson to discuss issues as they arise. It was a captivating day and well worth the time. We could see legislative change that determines how many days a student can be suspended. This legislation is coming from judges and strong parent advocacy groups.

Mr. Nelson met with the new Chamber director and president-elect to touch base. He wanted to build understanding with the director around the Retirement Tea and the New Teacher Breakfast. There is value in having one of the Cabinet members on the board. Mr. Parker took Mr. Nelson’s position on the Chamber Board.

Mr. Nelson shared with the board that there are two big laws to keep on the forefront of the conference: the law around changes with LAP and funding, and K-2 reading. The new law requires that Highly Capable Programs be provided K-12 without any additional funding. There are classes available to our high school students but our program focuses on elementary. At the middle school, kids could be clustered in a core class. We want to accelerate the learning of every student. It will be fascinating to see how it will look and how to increase services with a small amount of funding. We aren't a big system. When Mr. Nelson became superintendent, the assistant superintendent position was not filled. These new mandates change things drastically as we don't have the staffing to oversee some of these programs and need to figure out how to do that in the future. Large district have directors to run special programs. A principal can't do that job and oversee these programs any longer. Mr. Nelson wanted the Board to know about these changes before the conference. Mr. Cassell asked if Mr. Nelson knew of any other districts that have implemented a K-12 Highly Capable program. Mr. Nelson did not. He outreached to Superintendents Keating and Curry. Neither has approached this yet. It will be a challenge. Mrs. Merrill added that big foundations in large districts help to fund these programs.

Mr. Cassell asked if anyone present wished to address the board as a whole to please step forward and state their name and complete an information card for the board secretary. He explained we want to properly record and recognize those who present during the meeting. Mr. Cassell reminded the audience there is a three-minute time limit.

### **III — HEARING OF PERSONS DESIRING TO ADDRESS THE BOARD AS A WHOLE**

No one present wished to address the board.

### **IV — ADMINISTRATION/BUSINESS**

#### **A. Payroll and Vouchers:**

Mr. Madden presented the list of top ten expenditures in the district as follows: Hewlett Packard; Food Service of America; Overlake Hospital; Puget Sound Energy; KCDA, Associated Petroleum; Warranty Plus; Houghton-Mifflin; NW ESD 189; and City of Enumclaw.

Mr. Madden shared a list of the local businesses with which the district did \$27,079 of business in the month of October. The district is pleased to support local businesses and purchase their products.

Mr. Cassell commented that he likes seeing the steady decline in utilities costs. That expenditure is half of what it was four years ago. Mrs. Merrill commented on the computer expense and stated that it is exciting to see kids are utilizing the laptops for more than testing.

Mr. Cassell reminded the audience that the board receives their packets a week ahead to review and ask any questions regarding the vouchers.

After reviewing all vouchers, Mrs. Merrill moved and Mrs. McGann seconded to approve general fund vouchers in the amount of \$673,918.41; capital projects in the amount of \$257,331.47; associated student body fund in the amount of \$48,969.29; and ratification of the general fund payroll warrant for October in the amount of \$2,854,423.61.

Motion carried.

**B. Consent Agenda:**

- 1. Donation of \$1,000 from the Helac Corporation to the EHS Robotics Program**
- 2. Donation of \$1,500 from the Muckleshoot Tribe to Enumclaw Middle School to be used for Alpha Club and Saul Haas**
- 3. Donation of \$1,500 from the Muckleshoot Tribe to Sunrise Elementary to be used for the Dancing Classrooms program**
- 4. Donation of \$5,300 from Kibler PTA to Kibler Elementary to be used for classroom allocations and 2nd grade swim lessons**
- 5. Donation of \$1,500 from the Muckleshoot Tribe to Westwood Elementary to be used for literacy**
- 6. Purchase of Tintri T650 Hybrid Storage Array in excess of \$50,000**
- 7. Personnel Report**

The consent agenda was presented by Mr. Cassell. Mrs. McGann moved and Mrs. Schroeder seconded to approve the consent agenda.

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6. Purchase of Tintri T650 Hybrid Storage Array in excess of \$50,000
7. Personnel Report

**Classified:**

**A. New Hires:**

1. John Vick, driver, transportation, effective 10.1.2013
2. Linda Phillips, paraeducator, Black Diamond, effective 11.12.2013
3. Whitney Anderson, paraeducator, Black Diamond, effective 9.19.2013

**B. Resignation:**

1. Nedra Sapanos, kitchen assistant, Westwood, effective 10.30.2013
2. Sharon Luthi, kitchen assistant lead, Black Diamond, effective 10.25.2013
3. Kimberly Sales, paraeducator, Southwood, effective 10.22.2013
4. Lenora Triplett, kitchen assistant lead, TMMS, effective 1.2.2014

**C. Leave Replacement:**

1. Kathleen MacDougall, paraeducator, Southwood, effective 10.10.2013

**D. Leave of Absence:**

1. Dennis McNeill, driver, transportation, effective 10.23.2013

**E. Change of Assignment:**

1. Wanda Madill, Title Paraeducator (1 hr from building), Sunrise, effective 11.5.2013

**Supplemental Contract:**

A. New Hires:

1. Julie Anderson, assistant girls' basketball coach, EHS, effective 11.18.2013
2. Rachelle Gay, assistant girls' basketball coach, EHS, effective 11.18.2013
3. Michael Belcourt, assistant wrestling coach, TMMS, effective 10.23.2013

Motion carried.

**C. School Improvement Plans:**

Mr. Parker presented the annual School Improvement Plans for all eight buildings. The principals worked hard to create meaningful plans. Each building had two documents: a narrative and a plan for this year. The School Improvement Plans can be found on the district website. The presentation was followed by board discussion. The board expressed their appreciation for the continuity and format of the plans.

Mrs. McGann moved and Mrs. Schroeder seconded to approve the School Improvement Plans for 2013-14.

Motion carried. Mr. Nelson expressed his appreciation to Mr. Parker and the principals for all their work on these plans.

**D. Resolution # 998: Capital levy for Instructional Technology Improvements:**

Mr. Nelson stated this is an exciting resolution to bring to the board. The proposed levy will be taken to the voters on February 11, 2014 and will be used for the sustainable classroom and infrastructure. The board worked on this for three months and determined the best plan was to run a 6-year levy at .26/\$1,000. These decisions will set the system up for success in the future. Mr. Nelson has presented the levy plan at three schools in the system and has had a great response. Mr. Cassell's letter will be in the Connection this week. The levy is a headline on the website and is on Facebook. The website is easy to navigate to get to the informational links. Mr. Nelson wanted to wait until the regular election was over to release our information. He feels good about this plan, that it is the right thing to do to support the gift the voters gave us in 2009. The staff and students are benefitting from it.

Mrs. Merrill moved and Mrs. Schroeder seconded to approve Resolution # 998: Capital levy for Instructional Technology Improvements.

Motion carried.

**E. Second Reading:**

**Policy 2410: High School Graduation Requirements**

**Policy 2413: Equivalency Credit for Career and Technical Education Courses**

**Policy 3226: Interviews and Interrogations of Students on School Premises**

**Policy 3240: Student Conduct Expectations and Reasonable Sanctions**

**Policy 3246: Use of Isolation, Restraint, Restraint Devices and Reasonable Force**

**Policy 3412: Automated External Defibrillators (AED)**

**Policy 4260: Use of School Facilities**

Mr. Nelson presented seven policies for second reading and board action. These were discussed at the last meeting. The district is ready to implement these policies with board approval tonight.

Mrs. McGann moved and Mrs. Schroeder seconded to approve the changes to policies 2410, 2413, 3226, 3240, 3246, 3412, and 4260 as presented.

Motion carried.

**D. General Fund Report:**

Mr. Madden presented the final general fund report for 2012-13. 92.31% of the 2012-13 budget has been expended with 99.15% of revenues received. Mr. Madden shared graphs depicting the revenue and expenditure history.

The beginning of the year fund balance was \$7,000,994.70. Total resources available: \$49,098,473.75. Expenditures to date: \$41,282,880.43. Reserved grant carry-over: \$200,000.00; reserved inventory – commodities carried over: \$28,818.00; reserve of 5% per board policy: \$2,201,016.21; and Capital Projects: \$212,522.00. Unreserved ending fund balance: \$5,173,237.11. This is a healthy fund balance and a healthy fiscal position. Mrs. Merrill: reserve for turf replacement, can that be labeled the same as the others so the public can see it's a dedicated fund. Tim: can add that to say it's dedicated to the stadium.

Capital Projects beginning fund balance was \$341,819.99 with an ending balance of \$556,848.76.

The Debt Service Fund beginning fund balance was \$3,138,966.95 with an ending balance of \$3,276,278.81.

ASB Fund beginning fund balance was \$306,561.85 with an ending balance of \$347,251.73.

Transportation Fund beginning fund balance was \$199,100.05 with an ending balance of \$171,410.05.

Mr. Cassell asked Mr. Nelson if an executive session was necessary. Mr. Nelson stated that no executive session was needed.

**V — EXECUTIVE SESSION**

No need for an executive session.

**VI — BOARD PROCESS DEBRIEF**

The board debriefed the meeting.

Mr. Cassell confirmed that everyone had plans in place to attend the WSSDA Conference.

**VII — ADJOURNMENT**

This meeting adjourned at 7:40 p.m.

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President, Board of Directors

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Secretary, Board of Directors